

Contract Nos. 4400002536, 4400002537, 4400002538, 4400002791 & 4400002792  
Retainer Contracts for Bridge Preservation  
Statewide

Q1. Are Consultants required to submit individual 24-102 forms for each Retainer Contract for Bridge Preservation, or can we submit one form for all 5 projects?

A1. The Prime Consultants may submit only one set of 24-102 forms, but, will be considered for all projects they list in Section 2b of their 24-102 form.

Q2. If our organization provides the services of Load Testing and Load Rating and our sub-contractor provides the Professional Engineer, will our team still need to be registered with the LA Professional Engineering and Land Surveying Board.

A2. Any Firm which provides engineering services, i.e. structural design and/or load rating of structures shall be licensed by the State of Louisiana.

Q3. Can 2b and 3g be the same person?

A3. The requirements of 3 are in addition to the requirements within 2. The reason for this is that we want to insure that the consulting team is staffed large enough to handle the workload and provide for sometimes quick turnaround times. By allowing the same person to fulfill multiple personnel requirements, we could possibly end up with a team made up of a decent size staff but only a couple with the required experience.

Q4. Many of the Minimum Personnel Requirements states “and support staff”, do I need to list their names and their resumes?

A4. It is suggested that the firms somehow provide proof of adequate support staff. Many firms provide “resumes” of their support staff within the 24-102 forms. Showing proof of an experienced support staff can only help to improve the score for a firm.

Q5. Item 3g of the Minimum Personnel Requirements stipulates the requirement for “One Professional Structural Engineer (and support staff) registered in the State of Louisiana, with 10 years of experience in the design on movable bridges.” As of today we have contacted 3 major national firms and none are able to fulfill this requirement. Our exhaustive research indicates that while there are State of Louisiana registered Professional Structural Engineers, we are unable to fulfill this narrow requirement for both Structural registration and 10 years experience in movable bridge design. We recommend that this tight requirement be changed to a "State of Louisiana registered Professional Civil Engineer with 10 years experience in the structural design of movable bridges".

- A5. It was the intent of the requirement to require a Professional Civil Engineer licensed in the State of Louisiana with 10 years experience in the structural design of movable bridges. The term “Structural Engineer” was not meant to require personnel with a “Structural Engineer” (S.E.) license.
- Q6. The project scope list a wide range of tasks including fixed and movable bridges design and inspection, environmental, geotechnical, topographic surveying which lead to fragmentation due to the large number of sub consultants required to meet the scope. In addition, another requirement for "One Architect licensed in the State of Louisiana with at least 5 years experience in the design of buildings (operator house for movable bridges)" is added in under the MINIMUM PERSONNEL REQUIREMENTS which has no relation to the project scope. We also believe that this requirement is very difficult to fulfill and should be removed since there is no reference to this type of work in the scope of work.
- A6. This personnel requirement shall be filled with an architect licensed in the State of Louisiana with a minimum of 5 years of experience in general building design.
- Q7. What is meant by support staff?
- A7. Support staff consists of other engineers, engineer interns and/or technicians that support the work of the professional engineer.